Teacher Candidates must apply through TK20 and be accepted before entering the professional year. Supporting documentation must be submitted to the Education office before the application deadline (i.e., signed letters of recommendation; updated background checks, etc.).

Applications for Level 3 must be submitted a year prior to clinical teaching, usually while taking 3000 level courses.

For example: If you will student teach in the Spring of 2017, you will apply in the Spring of 2016. Notices will be posted in the Education building and on Tk20 when it is time to apply. You must apply before you may register for methods classes.

Admission to Professional Year Criteria

A full review is conducted by the Coordinator of Clinical and Field Experience. Those who meet the following criteria will be granted Conditional Admission to Level 3 and may register for methods courses. After the methods courses and before clinical teaching, a candidate must earn full admission.

Conditional Admission to Level 3

- Full Level 2 admission to the teacher education program.
- Level 3 Application submitted on TK20 before the deadline.
- BCII and FBI background clearance check on file
- Statement of Good Moral Character
- Signed Professional Educator’s Letter of Recommendation (from someone in the field of education)
- Signed Personal Letter of Recommendation (character reference from someone, other than a family member, having known the applicant for at least three years)
- Program grade point average requirements:
  - 2.75 Overall GPA
  - A grade of C or higher in all completed GEP courses
  - A grade of C or higher in Related Studies components (all Psychology courses must be completed prior to student teaching)
  - A grade of C or higher and a GPA of 3.0 or better in Professional Education and Reading/Literature requirements (all required reading/literature courses must be completed except methods and student teaching)
- GPA of 3.00 in the Licensure component content area(s).
- No more than two classes of content left to be completed.
- Satisfactory completion of all field experiences and practica
- Evidence of ability to integrate technology into the curriculum (EDUC 2230)

Successful completion of methods and OAE Content Area/Specialty Test(s) (baccalaureate level only) are required before gaining full admission to clinical teaching.
When the review has been completed by the Coordinator of Field and Clinical Experience, applicants will be notified of their eligibility status via their Shawnee email account. Students admitted to the clinical year experience will be contacted once their clinical placement has been confirmed.

If a student is ineligible, he or she will be notified by email of that fact and a list of deficiencies will be included.